

**Saint Joseph's University**  
**Undergraduate Day Student Secondary Major Request Form**

This form is to be used by SJU Day Students to **declare a secondary major**.

Date: \_\_\_\_\_ Current Term: \_\_\_\_\_ Class Year: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_

College of the Primary Major:  College of Arts & Sciences  Haub School of Business

Primary Major: \_\_\_\_\_

**1. Completed by the Student**

I wish to pursue a second major in \_\_\_\_\_

\_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**2. Completed by the Secondary Major Department Chair:**

\_\_\_ **1. Reviewed major requirements; completed worksheet on reverse**

\_\_\_ **2. For students under the GEP curriculum:** Although ILCs are generally not required for secondary majors, in some cases, courses listed as ILCs for the secondary major are pre-requisites to required major courses and therefore must be taken. **List any secondary major ILCs courses which will be required for this student:**

1.	2.	3.
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\_\_\_ **3. Assigned secondary major advisor:** \_\_\_\_\_ *Please note, the secondary major advisor is for major advising only and will neither have signing authority nor distribute PINs.*

Request has been discussed with the student and is  recommended  not recommended

Signature of Secondary Department Chair: \_\_\_\_\_ Date: \_\_\_\_\_

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**3. Approval from the College in which the student is declaring a second major**

- If secondary major is in CAS, students may drop off this form in the Advising Support Center (BL 117).
- Students declaring a major in the HSB may drop off this form in the William F. Leahy Advising Center (MV 150).

Request has been  approved  not approved

Comments: \_\_\_\_\_

Signature: \_\_\_\_\_ Effective Date of Change: \_\_\_\_\_

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*For Office use only:*

Secondary Advisor entered into Banner \_\_\_\_\_

**Courses Required for Secondary Major:** students should confirm that they have sufficient elective space for any secondary major course that does not fulfill another requirement.

<b>Secondary Major Course</b>	<b>Fulfills Other GEP or Primary Major Requirement?</b>
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	